

# Los Angeles Regional Crime Laboratory Facility Authority



Proud Partner

## **Board of Directors**

Leroy D. Baca, Chair  
William J. Bratton, Vice-Chair  
William T. Fujioka, Secretary  
Dr. Steven Garcia  
Karen L. Sisson

**DECEMBER 13, 2007**

The thirty-fifth meeting of the Los Angeles Regional Crime Laboratory Facility Authority was held December 13, 2007 at the Hertzberg-Davis Forensic Center, Leroy D. Baca Media Center, 1800 Paseo Rancho Castilla, Los Angeles, CA 90032.

## **CALL TO ORDER**

Chair Leroy Baca called the meeting to order at 8:00 a.m. The following Directors were present constituting a quorum of the Authority:

Leroy D. Baca, Los Angeles County Sheriff  
William T. Fujioka, Chief Executive Officer, County of Los Angeles  
Dr. Steven N. Garcia, Finance and Administration, CSULA

## **APPROVAL OF OCTOBER 4, 2007 MINUTES**

On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the October 4, 2007 minutes were approved as written.

## **CHAIR'S REPORT**

There was none.

## **PRESENTATIONS**

Chair Baca reported that Director Garcia has accepted a promotion as Vice President at Claremont Graduate University and will be leaving CSULA. Chair Baca presented a Certificate of Appreciation from the Los Angeles County Sheriff's Department to Director Garcia in recognition of his outstanding service for the past 6 years as a member of the Los Angeles Regional Crime Laboratory Facility Authority.

Beatrice Yorker, Dean, CSULA, presented Director Garcia with a Certificate of Appreciation on behalf of the CSULA College of Health and Human Services for his outstanding leadership.

Director Garcia advised that he has worked at CSULA for the past 10 ½ years. He expressed his appreciation to the Authority, and noted that working on the Facilities Project has been very rewarding. Although there were some challenging moments in working with multiple jurisdictions, everyone worked collaboratively and found a way to make the Facilities Project come to fruition.

Chair Baca presented the LASD Distinguished Service Award to retired Commander Patrick Mallon, Project Coordinator, in recognition of his commitment and efforts as Project Coordinator for the Hertzberg-Davis Forensic Center. Commander Mallon's experience and insight played a key factor in the completion of the Facilities Project, and his involvement in the planning and execution of the highly complex Facilities Project demonstrates the highest level of dedication and leadership.

Rose Ochi, Executive Director, California Forensic Science Institute, presented Patrick Mallon with a Certificate of Appreciation on behalf of the California Forensic Science Institute for his excellent leadership in the development of the Hertzberg-Davis Forensic Center. Ms. Ochi expressed her appreciation to Mr. Mallon for his hard work and integrity, and noted that he is a man who epitomizes a "can do spirit". .

Greg Matheson, LAPD Director, presented two Certificates of Appreciation to Patrick Mallon on behalf of the LAPD Crime Laboratory for overseeing the design and construction of the facility and for bringing together three independently diverse tenants to participate cooperatively in the process. Mr. Matheson noted that under Mr. Mallon's direction and leadership representatives of the LAPD Criminalist Laboratory, LASD Scientific Service Bureau, and CSULA Criminal Justice Department effectively worked together to make the Los Angeles Regional Crime Laboratory a reality. Mr. Mallon was commended for his hard work and leadership that resulted in an unprecedented example of inter-agency collaboration and partnership.

Mr. Mallon noted that he will miss working on the Facilities Project. He used the analogy of building a house with four walls and a room, and that what truly makes it all worthwhile is the family that resides within the house. The Hertzberg-Davis Forensic Center is a significant building that everyone can be proud of; however, what is even more important is the family that was built in a truly unprecedented venture. He expressed his gratitude to Chair Baca and to the entire Los Angeles Regional Crime Laboratory Authority for the opportunity to collaborate on the Facilities Project.

Chair Baca informed the Authority that Governor Gray Davis is very appreciative to have the Hertzberg-Davis Forensic Center named after him. He sends his regards.

**RECEIVE AND FILE MINUTES OF DECEMBER 6 2007 MEETING OF THE FACILITIES MANAGEMENT COMMITTEE**

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the December 6, 2007 minutes were approved as written.**

**APPROVAL OF AMENDED SUBLEASE AGREEMENTS BETWEEN THE AUTHORITY AND THE CITY OF LOS ANGELES, THE COUNTY OF LOS ANGELES AND CALIFORNIA STATE UNIVERSITY AT LOS ANGELES**

Patrick Mallon, Project Coordinator, reported that while executing the Lease Agreement between the Joint Powers Authority and in the California Office of Emergency Services, there were specific requirements for automobile insurance that were included in the Lease. County Counsel advised that in order for the Authority to be in compliance the three subleases must be amended leaving the option for self insurance.

The Lease Agreements will require the approval of the City Council, the Board of Supervisors, and the President of CSULA.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority approved the Amended Sublease Agreements between the Authority and the City of Los Angeles, County of Los Angeles, and the California State University at Los Angeles.**

**APPROVAL OF DELEGATION OF AUTHORITY TO AND APPOINTMENT OF NEW PROJECT COORDINATOR**

Patrick Mallon, Project Coordinator, reported that the Joint Powers Agreement requires establishment of some delegated authority to the Project Coordinator in order to approve expenditures of utility costs, maintenance, and repair services contracted for and approved by the Authority. In addition to the \$100,000 Delegation of Authority that the JPA approved through the Facility Management Committee, this change would allow the Project Coordinator to approve expenditures not to exceed \$50,000 per invoice for utility cost and services at the Hertzberg-Davis Forensic Science Center.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority approved the Delegation of Authority to the Project Coordinator to approve expenditures for utility costs, maintenance and repair services contracted for and approved by the Authority not to exceed \$50,000 per invoice for services at the Hertzberg-Davis Forensic Center.**

Mr. Mallon recommended that the Authority appoint Mr. Jack Schweizer to the position of Facility Manager for the Hertzberg-Davis Forensic Science Center. Mr. Schweizer is currently a Manager with the Facilities Services Bureau, Los Angeles County Sheriff's Department. His experience with Fiscal administration and maintenance of large commercial buildings will be an asset to the Hertzberg-Davis Forensic Science Center.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority approved the appointment of Jack Schweizer, Facilities Manager, as the new Project Coordinator for the Joint Powers Authority (JPA).**

**AUTHORIZE RETURN OF UNUSED CONTINGENCY FUNDS TO THE CITY OF LOS ANGELES AND THE COUNTY OF LOS ANGELES**

Paul Davidson, Project Director, reported that the original budget for the entire design and construction cost for the Facilities Project was \$98,540,000, and \$800,000 was required for additional inspection reimbursement. The final total project cost was \$99,344,000, and therefore, the JPA is approximately 4½% under budget.

Mr. Davidson informed the Authority that the final inspection for the Facilities Project was held on August 10, 2007, and on November 14, 2007 the inspection team acknowledged all of the items as complete.

Mr. Davidson noted that it was more cost-effective to turn the remainder of the Facility Inspections over to Mr. Jack Schweizer, Facilities Manager. Further, final payments have been issued to the contractor and the construction manager, and a final payment for the design team is being prepared.

Also, on Monday, December 17, 2007, letters should be signed by the Director which will begin a 30-day timeframe within which the General Contractor will have an opportunity to file a claim; however, there is no indication that the General Contractor has intentions of filing a claim. Additionally, once the 30-day timeframe has ended, a letter will be written to the escrow company (US Bank) recommending approval to release the State interest into the JPA's reserve fund.

Further, Mr. Schweizer will need to forward a letter to the Escrow Company requesting the return of the funds. For accurate accounting and to allow for different investment instructions from the City and County, separate accounts were set up for the \$3 million JPA funds contributed by both the City and County. To date, \$800,000 of reserve funds have been utilized by the State to fund project expenses beyond the project budget; however, each agency will be returned their \$3 million.

Chair Baca noted that the State has been a magnificent partner to work with on the Facilities Project, and that the State allocated the money to him in an extraordinary gesture of trust; however, it was immediately placed in the JPA Fund. County Counsel and the City Attorney's Office collaborated in forming the JPA.

Chair Baca highlighted Paul Davidson's role as the agent representing the State of California for the Facility Project and its move forward.

Director Fujioka informed the Authority that the County has started a partnership with the court's administrative offices, that courthouses will be transferred to the State, and new court houses are being built. Also, the model used for the Facilities Project is the same model the courts would like to utilize for court construction; he recommended Paul Davidson's assistance.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority authorized the return of unused Contingency Funds to the City of Los Angeles and the County of Los Angeles.**

**AUTHORIZE LIMITED USE OF THE LOS ANGELES FORENSIC SCIENCE CENTER LOGO FOR THE SALE OF MERCHANDISE TO SUPPORT THE CALIFORNIA FORENSIC SCIENCE INSTITUTE MISSION**

Patrick Mallon, Project Coordinator, reported that in March 2007, the JPA formally accepted the Logo, a two sided Medallion created pro bono by Mr. Bradley Grose, a commercial artist. As the commercial value of the Logo was recognized it was determined that there was a need for controlling permission of its use. Mr. Grose was contacted and generously agreed to transfer all rights to the design through an intellectual Property Rights Assignment. On March 29, 2007, the JPA accepted transfer of the Intellectual Property, thus assuming total control of the Logo and has had it trademarked.

The California Forensic Science Institute is requesting authorization from the Authority to use the Logo to produce additional merchandise with the intent of generating funds. These funds will in part support the Institute's mission of research and career development, and assist in its role as an in-service training provider and public education arm of the Forensic Science Center.

Director Fujioka highlighted Chair Baca's significant leadership role and recommended that his thumb print be placed on the Medallion Logo.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority approved to add Chair Baca's thumb print to the Medallion Logo.**

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority authorized limited use of the Los Angeles Forensic Science Center Logo for the sale of merchandise to support the California Forensic Science Institute's Mission.**

**AUTHORIZE THE CHAIR TO SIGN A LETTER OF SUPPORT FOR THE FORENSIC SCIENCE INTITUTE'S FISCAL YEAR 08-09 APPROPRIATIONS REQUEST**

Rose Ochi, Executive Director, CFSI, reported that the Forensic Science Institute is requesting Appropriations Committee support for Fiscal Year 2009 through a \$1 million earmark from Senator Diane Feinstein. This funding will allow CFSI to continue in its role of providing professional training for criminalist and technicians working in the new Los Angeles Regional Crime Laboratory.

**On motion of Director Fujioka, seconded by Director Garcia and unanimously carried, the Authority authorized the Chair to sign a letter of support for the Forensic Science Institute's Fiscal Year 08-09 Appropriations Request.**

**DISCUSSION AND ACTION RE: POSSIBLE EXPANSION OF THE HERTZBERG-DAVIS FORENSIC SCIENCE CENTER**

Barry Fisher, Director, Crime Lab, reported that the initial needs assessment for the Facilities Project had a larger facility in mind. However, not enough funds were available at that time to provide expanded services. Mr. Fisher suggested that the Authority begin considering a proposed Phase II project in that DNA is an ongoing growth industry, the Facility provides limited space, and consolidation of the Downey Laboratory facilities is envisioned. The L.A. City, CSULA and the DOJ have been consulted on a Phase II project.

Director Garcia requested that Mr. Fisher provide him with a written concept that would include more clarification on the issue.

Director Fujioka advised that if the JPA were to take action it would commit the City as well as the University to an expenditure of funds. He suggested that he and Chair Baca study this issue and report back to the JPA for its consideration. Chair Baca noted that the fundamental theory is good; however, prior to any consideration of an outside consultant, a framework development should occur.

Directed Fujioka requested that Mr. Fisher provide his office with a needs assessment for the expansion of the Hertzberg-Davis Forensic Science Center.

**On motion of Chair Baca, seconded by Director Fujioka and unanimously carried, the Authority authorized the County CEO's Office and the Sherriff's Department to proceed with a base project proposal that would be presented to Dr. Rosser, CSULA, with necessary details, and whose space proposal would be in collaboration with the City of Los Angeles, Attorney General's Office, State, LAPD, CEO and LASD.**

### **ELECTION OF AUTHORITY OFFICERS FOR 2008**

Reorganization of Los Angeles Regional Crime Laboratory Facility Authority:

Nominations for Chair were opened. Chair Baca nominated Director William T Fujioka for Chair. Nominations were closed.

On motion of Chair Baca, seconded by Director Garcia and unanimously carried, William T Fujioka was appointed Chair.

Nominations for Vice-Chair were opened. Chair Baca nominated Director Karen Sisson for Vice-Chair. Nominations were closed.

On motion of Chair Baca, seconded by Director Fujioka and unanimously carried, Karen Sisson was appointed Vice-Chair.

Nominations for Secretary were opened. Director Fujioka nominated Director William Bratton for Secretary. Nominations were closed.

On motion of Chair Baca, seconded by Director Steven Garcia and unanimously carried, William Bratton was appointed Secretary.

### **STAFF REPORTS**

Budget & Potential Change Orders:

Paul Davidson, Project Director, expressed his satisfaction in working on the Regional Crime Laboratory Facility project with all parties that contributed significantly to its successful completion, and presented a detailed report on the expenditures and cost-savings that were accrued for the project (copy on file).

Chair Baca thanked Mr. Davidson on behalf of the JPA for his dedicated leadership on this project.

### **INTRODUCTION OF FACILITY MANAGEMENT COMMITTEE**

Patrick Mallon, Project Coordinator, introduced the following Facilities Management Committee Members:

John R. Ferris, Director, Office of Facilities Services, California State University at Los Angeles;  
Peter DiCarlo, Los Angeles Police Department;  
Doyle Campbell, Deputy Chief Executive Officer, Public Safety, County of Los Angeles;  
Patty Huber, City Administrative Office, City of Los Angeles; and  
Victor Rampulla, Division Director, Los Angeles County Sheriff's Department

Additionally, Mr. Mallon introduced Shelly Wittacker, Project Director, who assisted and represented Paul Davidson when he was unavailable to attend the JPA meetings.

### **CALIFORNIA FORENSIC SCIENCE INSTITUTE**

Rose Ochi, Executive Director, CFSI, provided an update on the In-Service training goals for the California Forensic Science Institute. Ms. Ochi reported that an NIJ Grant has been completed that supports the development of training in three key areas: DNA, Drug Toxicology, and Firearms.

- **DNA**  
The DNA course was developed by a team of experts that included the LAPD, LASD and the CSULA; a virtual lab is now being developed. The course can be used in a traditional class room or online for distance learning. The grant allowed the purchase of some teleconferencing equipment which expands the ability to interact between the trainee and the expert. Collaboration is ongoing with CSULA to provide training to the LASD, LAPD, and other interested parties.
- **Drug Toxicology**  
The Drug Toxicology course has been completed and can be taught via CSULA's Extended Education and Distance Learning format.
- **Firearms**  
A series of one-day classes on firearms and a pilot on cartridge comparison have been developed; prospective trainees have expressed interest in the classes.

Additionally, other training areas were developed under the NIJ Grant, including a Trauma Training class developed by a CSULA Professor from the Social Welfare Department. Mr. Fisher prepared a written evaluation of the course and recommends that criminalists attend the training.

### **CONSIDERATION OF FUTURE AGENDA ITEMS**

Patrick Mallon reported that staff will provide an update on the future expansion of the facility within the next few months, as well as present the 2008-09 budget for consideration.

The Facility Management Committee is scheduled to meet in February to provide budget recommendations, and the JPA will also meet in February to approve the 2008-09 budget.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:07 a.m.